

Employee Name:

**DUTY STATEMENT  
DEPARTMENT OF MENTAL HEALTH  
NAPA STATE HOSPITAL**

<b>JOB CLASSIFICATION: RADIOLOGIC TECHNOLOGIST (SAFETY)</b>
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**1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES**

Performs complete diagnostic radiographic procedures of all body structures.

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| 40% | Instructs and prepares individuals for radiologic examinations; selects techniques to obtain optimum radiographic quality; assesses and determines the most suitable anatomical posture and position; shields individuals appropriately; positions and operates stationary and portable radiologic machines; reviews film to determine clarity, and assesses if it should be repeated or extended. |
| 30% | Processes, develops, and makes copies of x-ray films; prepares solutions for processing films; under direction and supervision, makes clinical photographs of unusual cases, and analyzes photographs  |
| 20% | Maintains radiographic equipment, assuring it is clean and in proper working condition; tracks maintenance and repair of all equipment; keeps area clean and organized; observes individuals behavior that could lead to injury, and intervenes as necessary; protects and maintains the safety of persons and property.   |
| 10% | Keeps records and files; prepares reports as needed, and other related duties as needed.   |

0%	<b>SITE SPECIFIC DUTIES</b> None.
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0%	<b>TECHNICAL PROFICIENCY</b> None.
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**2. SUPERVISION RECEIVED**

The Radiologic Technologist (Safety) functions under the administrative supervision of the Supervising Registered Nurse and the clinical supervision of the Chief Physician and Surgeon.

**3. SUPERVISION EXERCISED**

The Radiologic Technologist does not exercise supervision.

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- Possess a current valid certificate as a certified Radiologic Technologist in diagnostic radiologic technology issued by the California State Department of Health Services.

### 7. **TRAINING** - Training Category = C

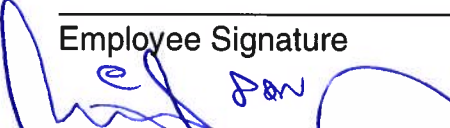
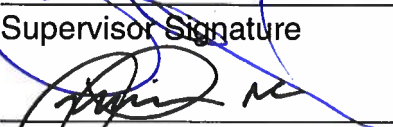
The employee is required to keep current with the completion of all required training.

### 8. **WORKING CONDITIONS**

#### **EMPLOYEE IS REQUIRED TO:**

- Report to work on time and follow procedures for reporting absences;
- Maintain a professional appearance;
- Appropriately maintain cooperative, professional, and effective interactions with employees, individuals and the public; and
- Comply with hospital policies and procedures.

The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job duties.

Employee Signature	Print Name	Date
	MOLEN ORNELAS	3/2/21
Supervisor Signature	Print Name	Date
	ADRIAN LAVARRIAS	3/1/21
Reviewing Supervisor Signature	Print Name	Date